September 1, 2022 Zoom Teleconferencing

Conseil régional Nakonha:ka Regional Council Meeting of the Executive Thursday, September 1, 2022 – 9 AM

Vision of the Commission by which we evaluate progress based on:

•Supporting and enhancing the life of Communities of Faith where ministry takes place
•Nurturing Social Justice and Outreach programs
•Building Communications

IN ATTENDANCE

Marc Grenon Member at large, President

Rev. Linda Buchanan Chair, Past-President (left at 11 AM)

Denis Ashby Member at large, Rep. Youth and Family Ministries (joined at

9:30 AM)

Peter Bisset Member, Finance and Extension Board

Fred Braman Member, Property and Finance

Rev. Barbara Bryce Member, Granting and Enabling Leadership Team

Rev. Samuel V. Dansokho Member at large

Valerie Epps-Nickson Member, General Meeting Planning Team

Vivienne Galanis Member at Large Rev. Christine Marie Gladu Member at Large

Rev. Rosemary Lambie Member, Executive Minister

Rev. Marie-Claude Manga Member, Representative to La Table (left 9:20 AM)

Rev. Tami Spires Member at Large Paul Stanfield Member, Treasurer

Shanna Bernier Corresponding Member, Youth, Young Adult and Families

Ministries

Judy Coffin Corresponding Member, Administration and Communication

David-Roger Gagnon Corresponding Member, Minister Supporting Networks &

Clusters

Rev. Dan Hayward Corresponding Member, Pastoral Relations Minister

Joel Miller Corresponding Member, Program Assistant to Executive

Minister, Recording Secretary

Brian Ruse Corresponding Member, Finance and Office Administrator

REGRETS/ABSENT

Rev. Pierre Goldberger Member, Justice and Community Ministries Rev. Dave Lambie Member, Pastoral Relations (Interim)

Robert Patton Member, Right Relations

Colin Forde Member at Large

Land Recognition – Marc Grenon led the land acknowledgement.

Opening Devotions – Valerie Epps-Nickson lit a candle of hope at the commencement of her devotional, following with an opening prayer. The Scripture reading was Ephesians 4:4. (Valerie announced this was also the Scripture read at the anniversary of the UCW): 4 *There is one body and one Spirit, just as there is one hope to which God has called you.* Valerie focused on the theme of hope, and after highlighting the news around the world, Valerie called our focus to the many glimmers of hope despite the difficulties, sadness and tragedies in the world. Following this time of reflection Valerie shared the song by Pat Mayberry, "Out of This Brokenness" and then read the *Affirmation of Hope*. Valerie closed this time of devotion with prayer.

September 1, 2022 Zoom Teleconferencing

Circle Time of Sharing – All were invited to share. It was announced throughout the Regional Councils that Rosemary will be retiring on October 31st.

Rev. Tami Spires agreed to act as Chair should Marc's connection fail.

Equity Team

2022-09-01_001 MOTION (V. Epps-NIckson/B. Bryce) that the Conseil régional Nakonha:ka Regional Council Executive approves Christine Marie Gladu as Equity Support for this meeting. **CARRIED**

Agenda

2022-09-01_002 MOTION (S. V. Dansokho/T. Spires) that the Conseil régional Nakonha:ka Regional Council Executive accept the agenda as circulated. **CARRIED**

Discussion: It was highlighted that under *New Business* Rosemary is currently preparing staff 360 performance reviews; Marc will be part of the selection committee for the next Executive Minister.

Minutes of June 16, 2022

2022-09-01_003 MOTION (T. Spires/V. Galanis) that the Conseil régional Nakonha:ka Regional Council Executive approves the Minutes of June 16, 2022 as received. **CARRIED**

Motion for Minutes of Email Polls ending July 7 and 13, August 8, 11, 15 and 24, 2022

2022-09-01_004 MOTION (F. Braman/P. Bisset) that the Conseil régional Nakonha:ka Regional Council Executive accepts the Minutes Email Polls ending July 7, July 13, August 8, August 11, and August 15, 2022 as circulated (1 opposed). **CARRIED**

- a) 2022-07-07_001 MOTION (P. Bisset/F. Braman) RESOLVED that Conseil régional Nakonha:ka Regional Council, acting by its Property & Finance Leadership Team pursuant to the Regional Council Policy on Major Renovations, concur in the request of the Trustees of Trinity United Church in Cookshire, QC, to expend up to \$250,000 on the remediation of their property following an oil tank spill in accordance with the recommendations made in the analysis report submitted by them. CARRIED
- b) 2022-07-07_002 MOTION (P. Bisset/F. Braman) RESOLVED that Conseil régional Nakonha:ka Regional Council, on the recommendation of its Property & Finance Leadership Team, concurs in the request of the Trustees of Trinity United Church in Cookshire, QC, to borrow from the Finance and Extension Board up to \$250,000 to effect the remediation of their property following an oil tank spill on the terms set out below and respectfully requests the Finance and Extension Board to make such loan on such terms:

The Finance and Extension Board will establish a \$250,000 line of credit for Trinity United Church. The Line of Credit will be converted to a loan as follows;

- a) Non-interest-bearing Demand Loan of \$100,000 payable to F&E only upon the sale or long-term lease of the building and/or the disbanding of the Community of Faith or in such instance, a legal decision is rendered against the furnace maintenance supplier and/or the heating oil supplier resulting in compensation being awarded to Trinity United Church. In turn payment will be made to satisfy the demand loan.
- b) The balance of the line of credit will serve as a non-interest-bearing Bridge Loan fully repayable upon completion of the project. Proceeds received from the insurance claim (\$100,000) and tax rebates will be used to repay the bridge loan. Any balance after reimbursing F&E from the insurance and tax rebates, shall be the responsibility of Trinity United Church.

- September 1, 2022 Zoom Teleconferencing
- c) 2022-07-13_001 MOTION (D. Lambie/T. Spires) that the Conseil régional Nakonha:ka Regional Council Executive concurs with the recommendation of the Pastoral Relations Leadership Team to approve the Appointment of Pastor David Fines to Eglise Unie Drummondville-Mauricie Charge Pastorale, part-time (14 hours per week) July 1, 2022 to December 31, 2022. CARRIED
- d) 2022-07-13_002 MOTION (D. Lambie/T. Spires) that the Conseil régional Nakonha:ka Regional Council Executive concurs with the recommendation of the Pastoral Relations Leadership Team to approve the Call of Rev. Linda Buchanan to the Beaconsfield Pastoral Charge, full-time (40 hours per week) effective September 1, 2022, CARRIED
- e) 2022-08-05_001 MOTION (F. Braman/T. Bisset) Resolved that Conseil régional Nakonha:ka Regional Council, on the recommendation of its Property & Finance Leadership Team, concur in the request of the Congregation and Trustees of Bishopton United Church for the following matters:
- 1. To sell its immoveable property located at 247 Main Street, Dudswell, QC J0B 1G0 (lot 4,198,388 of the Québec Cadaster) to Gestion EVS Inc. (and/or Ève Robichaud) for the price of \$85,000 on an as-is, where-is basis, the said sale to occur before the end of September 2022.
- 2. To distribute the net Proceeds of Sale (after deduction of the realtor's 4.5% commission and the surveyor's fee reimbursement) in accordance with Regional Council Policy, being a) 10% to the United Church of Canada for indigenous ministries, b) 10% to the Regional Council's Finance and Extension Board for the Mission Strategy Fund, c) 10% to the Mission and Service Fund of the United Church of Canada and d) 2% to the Regional Council's Archives Fund with e) the balance (68%) to be distributed e.1) \$1000 each to 3 local schools (Pope Memorial Elementary, Cookshire Elementary and Sawyerville Elementary) provided that they have charitable registration numbers or if not then to the Eastern Townships School Board, a charitable organization, earmarked for the benefit of the said schools,e.2) \$2000 to Aube Lumière a local palliative care organization, being a charitable organization, e.3) \$5000 to Sawyerville United Church, e.4) \$20,000 to Trinity United Church (Cookshire, QC), and e.5) the balance (about \$23,839) to the United Eaton Valley Pastoral Charge (UEVPC).
- 3. To disband Bishopton United Church on September 30, 2022 or such later date in 2022 as decided by the Property & Finance Leadership Team of Regional Council at the request of the Treasurer of Bishopton United Church upon settlement of any remaining open items after the property sale, with any remaining minor balance to belong to UEVPC.

Resolved that the Regional Council express its warmest thanks to the officers and Congregation of Bishopton United for their long and faithful service and their generous sharing within the United Church of Canada. **CARRIED**

f) 2022-08-05_002 MOTION (F. Braman/P. Bisset) RESOLVED that Conseil régional Nakonha:ka Regional Council, on the recommendation of its Property & Finance Leadership Team (PFLT) concurs in the request of the Trustees of SouthWest United Church for approval to sell their Church Property, at 1435-45 Clemenceau Street, Verdun, QC, H4H 2R2 (Lot 1,200,208 of the Cadastre du Québec) for \$1,300,000 to 11773208 Canada Inc (represented by Zoubeir Azouz) on an as-is, where-is basis in accordance with offer documentation completed July 29, 2022.

CARRIED

It is noted that in accordance with Regional Council's motion of May 19,2022, SouthWest United Church Trustees have agreed to the Policy on the Use of Net Proceeds and the establishment of a Ministry Plan to be approved by the Regional Council prior to disbursement of the net proceeds of sale.

g) 2022-08-11_001 MOTION (F. Braman/P. Bisset) Whereas the previously accepted offers for the church property of Dorval-Strathmore United Church have not resulted in closing,

RESOLVED that the Conseil régional Nakonha:ka Regional Council Executive concurs with the recommendation of the Property and Finance Leadership Team to replace the previous motions concerning the sale of the Church Property of Dorval-Strathmore United Church by the following:

Resolved that Conseil régional Nakonha:ka Regional Council concur with the request of the Trustees of Lakeshore Trinity United Church (formerly Dorval-Strathmore United Church) to sell to Bochasanwasi Shri Akshar Purushollam Swaminarayan Sanstha Charitable Properties Inc., their Church Property, located at 310 Brookhaven Avenue, Dorval, QC H9S 2N7 – Lot 1,522,613 on an asis, where-is basis for \$1,600,000 on the terms of the signed and accepted Counter-Proposal dated July 8, 2022 on the basis that the transaction close on or before September 30, 2022.

Resolved that the Regional Council's resolution of October 21, 2021 regarding the Use of Proceeds by the said Trustees continues to apply except as amended by the terms of resolution of November 18, 2021 for the amalgamation of Dorval-Strathmore United Church into Lakeshore Trinity United Church effective January 1, 2022. **CARRIED**

h) 2022-08-11_002 MOTION (F. Braman/P. Bisset) RESOLVED that Conseil régional Nakonha:ka Regional Council, on the recommendation of its Property & Finance Leadership team, concurs in the request, adopted on August 3, 2022 of both Beaurepaire United Church and Union Church (Ste. Anne de Bellevue) for their merger effective September 1, 2022 as Merging Waters United Church on the terms recited below and further declares that no surplus property arises on the said merger.

RESOLVED further that the Governing Board of Merging Waters United Church is authorized to revise the French version of its name by simple notice at any time to the Regional Council.

RESOLVED that Conseil régional Nakonha:ka Regional Council prayerfully rejoices in this joint decision of these congregations to continue the life and work of the United Church of Canada together as a unified community of faith within our Regional Council

Whereas Beaurepaire United Church and Union Church Congregations have separately resolved to form a single community of faith to continue their respective ministries together, and Whereas this motion, separately concurred in by both congregations, agrees to the merger of Beaurepaire United Church with Union Church effective September 1, 2022, subject to the consent of Conseil régional Nakonha:ka Regional Council.

Resolved that both Beaurepaire United Church and Union Church request the Regional Council to merge Beaurepaire United Church with Union Church upon the following basis effective September 1, 2022 (Effective Date)

- 1. The name of the merged church is to be Merging Waters United Church, et en français, Église Unie des Eaux Fusionantes.
- 2. All the assets and liabilities of Beaurepaire United Church and Union Church are vested in Merging Waters United Church on the effective date.
- 3. The Governing Body of Merging Waters United Church shall be a Governing Board composed of all members of the governing body of Beaurepaire United Church and Union Church and all committee and other instances of Beaurepaire United Church and Union Church shall be

combined as committees and instances of Merging Waters United Church. The Constitution of Union Church shall continue as the Constitution of Merging Waters United Church.

- 4. The Trustees of Beaurepaire United Church and Union Church shall become trustees of Merging Waters United Church.
- 5. The real estate of Beaurepaire United Church at 25 Fieldfare Avenue, Beaconsfield, QC (Lot 5,014,012) becomes the property of Merging Waters United Church and the Governing Body of Merging Waters United Church is authorized by the Congregation of Merging Waters United Church to instruct the Trustees to sell such property, subject to the concurrence of the Regional Council, and subject to the Regional Council Policy on the sharing of such Proceeds within the broader United Church (approximately 25%) with the remainder as per section 6.
- 6. The investment funds of Beaurepaire United Church shall be vested in the Trustees of Merging Water United Church and shall be held by them pursuant to the joint plan developed by Beaurepaire United Church and Union Church, which essentially provides that 82.5% be held as an endowment fund for the current and building needs of Merging Waters United Church and 17.5% as a Benevolent Fund for outreach programs such as (but not limited to) those formerly supported by BUC, such as Ebi Kimanani Scholarship Fund, Care Apartment, Montreal City Mission, Saint Columba House and Nova West Island and future similar projects. In both cases, decisions regarding the annual disbursement from the funds rest with the Board of Trustees, recognizing the guidelines of the Regional Council which limit disbursements from the funds to 5 to 8% of the capital base of the funds for the previous year end.
- 7. The CRA charitable number of Beaurepaire United Church shall be discontinued on the effective date and the CRA number of Union Church shall be changed in name to Merging Waters United Church. This will require financial statements and charities return for CRA and QC to the effective date.
- 8. It is the agreed ministerial plan to worship together as one congregation with a full-time minister subject to the overall direction of the Governing Board and the oversight of the Regional Council.
- 9. By way of illustration solely and without binding Merging Waters United Church to the sale of the Beaurepaire United Church real estate, the financial plan attached shows no surplus property and both entities request Regional Council to declare that no surplus property arises on this merger. Both Congregations concur with this view which is supported by the projections attached hereto as Annex 1.
- 10. Both Congregations earnestly pray that their work together as Merging Waters United Church will grow and prosper the life and work of the United Church of Canada within the Regional Council.

Adopted on August 3, 2022 by each Congregation.

Signed by their respective Chairpersons of Beaurepaire United Church and Union Church Annex 1 Financial Plan 2022/2023

Proposed Budget for Merging Waters UC in 2023 based on the consolidated budget of Union – Ste. Anne de Bellevue and Beaurepaire United in 2022

	Consolidated	Merged
n	2022	2023
Revenues	77000	77000
Pledges (givings)	77000	77000
Investment contribution	27000	70000
Rental	17500	20000
Fundraising	4000	4000
UCW	4000	6000
Sundry	1000	1000
Capital pledge	4000	4300
Total Revenue	134500	182300
Expenditures		
Salaries and Benefits		
Minister (incl expenses)	84000	91936
Administration	16500	14134
Musician	18200	15184
Adminstration		
Bank	1100	800
QST/PST	1300	1500
Supplies and equipment	1900	2000
Ministry		
Pulpit supply	0	1500
CD/Pastoral	500	500
Communications	500	700
Region Assessment	6350	6400
Licences	0	900
Donations	500	0
Music	400	700
Occupancy		
Insurance	13500	6500
Maintenance	5000	2000
Maint. Contracts	6000	5000
Tel / Internet	3850	2000
Utilities	20700	12000
Capital expense	4000	10000

Total Expense	185644	173754
Revenue minus Expense	-51144	8546

- i) 2022-08-15_001 MOTION (F. Braman/P. Bisset) RESOLVED that Conseil régional Nakonha:ka Regional Council, on the recommendation of its Property & Finance Leadership Team, concurs in the request of the Trustees of St. Andrew's United Church (Delson) for first instance permission to market their Church property at 11, 4th Avenue, Delson, QC, J5B1P9 Lot 3,446,090 of the Cadastre du Québec, in the price range submitted to the Property & Finance Leadership Team on an as-is, where-is basis with final permission for a sale to be subject to Regional Council approval, it being understood that the Regional Policy on Net Proceeds of Sale will apply to the transaction. CARRIED
- j) 2022-08-24_001 MOTION (F. Braman/P. Bisset) Whereas the Trustees of SouthWest United Church have informed Regional Council that the sale of their Church Building already approved by Regional Council by its motion of August 5, 2022 (2022-08-05_002) has been cancelled as the necessary zoning changes were not forthcoming,

RESOLVED the Conseil régional Nakonha:ka Regional Council formally rescinds its motion 2022-08-05 002 as aforesaid.

RESOLVED that Conseil régional Nakonha: ka Regional Council, on the recommendation of its Property & Finance Leadership Team (PFLT) concurs in the request of the Trustees of SouthWest United Church for approval to sell their Church Property, at 1435-45 Clemenceau Street, Verdun, QC, H4H 2R2 (Lot 1,200,208 of the Cadastre du Québec) for \$1,100,000 to Church of Christ of Greater Montreal on an asis, where-is basis in accordance with offer documentation completed August 4, 2022. CARRIED

It is noted that in accordance with Regional Council's motion of May 19,2022, SouthWest United Church Trustees have agreed to the Policy on the Use of Net Proceeds and the establishment of a Ministry Plan to be approved by the Regional Council prior to disbursement of the net proceeds of sale.

It was announced that today is the beginning of Merging Waters as a new United Church.

Correspondence

- a) June 29, 2022 Rick Goldman, the Chair of the Comité d'aide aux réfugiés Board re appreciation for years of Mission Support funding (for information forwarded to GELT members)
- b) August 1, 2022 Gail Booth re notary documents and completion of the donation of cash and land from Calvary United Church to Sutton Cemeteries Inc. *(for information)*
- c) August 3, 2022 Nicole Treksler, GCO Legal Counsel re Bill 96 (for information)
- d) August 10, 2022 Beverly Anderson-Levine, Archivist re decision to retire effective December 31, 2022 (for action)
- e) August 10, 2022 Jamie Wilder, GCO Nominations Committee copied on letter to Rev. Cathy Hamilton for appointment to the Quebec and East Ontario Candidacy Board (for information goes into Personnel File for ministry personnel)

Business arising

Supporting and enhancing the life of Communities of Faith where ministry takes place

1. Governance

2. Pastoral Relations

- a) Calls /appointments/ changes
 - I. Mount Bruno

2022-09-01_005 MOTION (T. Spires/D. Ashby) that the Conseil régional Nakonha:ka Regional Council Executive concurs with the recommendation of the Pastoral Relations Leadership Team to approve the reappointment of Virginia Wallace, candidate supply, to the Mount Bruno pastoral charge as part-time (20 hours per week); from September 1, 2022 to August 31, 2023. **CARRIED**

- b) Pastoral Charge Supervisors no changes
- c) Licensed Lay worship Leaders no update
- d) Care for Retirees no update
- e) VAM (Voluntary Associate Minister)

2022-09-01_006 MOTION (T. Spires/V. Galanis) that the Conseil régional Nakonha:ka Regional Council Executive receives for information the list of names of Voluntary Associate Ministers (retired ministry personnel not appointed, or engaged in ministry not recognized as 'community of faith') for July 1, 2022- June 30, 2023.

	Nak	onha:ka Regional Council		
	2022-23 Vol	untary Associate Ministers (VAM)		
First name	Last Name	Community of Faith	Status	
James	Christie	St. James United Church (Montreal)	On the Registry	
Georgia	Copland	Shawbridge United Church	Pending: Annual Declaration 2022	
Gérald	Doré	Église Unie Saint-Pierre et Pinguet	Pending: Boundaries	
Wendy	Evans	Cedar Park United Church	Pending: Boundaries; Annual Declaration 202	2
Denis	Fortin	Église Unie Saint-Pierre et Pinguet	On the Registry	
Pierre	Goldberger	Église Unie Saint Jean	On the Registry	
Cathy	Hamilton	Cedar Park United Church	On the Registry	
Alyson	Huntly	Cedar Park United Church	On the Registry	
William (Bill)	Jay	Montreal West United Church	Pending: Boundaries	
Pierre-Paul	Lafond	Église Unie Belle Rivière	On the Registry	
Rosemary	Lambie	St-Andrew's (Delson)	On the Registry	
Patricia	Lisson	St. James United Church (Montreal)	On the Registry	
John	Matheson	Mountainside United Church	Pending: Boundaries	
Richard	Miller	St. Genevieve United Church	On the Registry	

CARRIED

3. Property and Finance Leadership Team (PFLT)

a) Policy Regarding Proceeds from the Sale of Property – pending.

Discussion: Fred Braman updated that Conversations are progressing between the Living in Right Relations Circle and the PFLT. It was also highlighted that a letter will be going out by PFLT to Communities of Faith having oil tanks as part of their property (including manses) to ensure they are maintained or removed to avoid damage claims due to spills.

September 1, 2022 Zoom Teleconferencing

Fred highlighted correspondence c) August 3, 2022 Nicole Treksler, GCO Legal Counsel re Bill 96 and explained that the most immediate implications will involve employment obligations between employers and employee (all employees must be dealt with in French, unless they specify that they wish to be dealt with in English). Terms of Calls, Church Hub must also be made available in French language. In regards to communication, The United Church of Canada falls under the category of *cultural*, and its communications does not need to necessarily be in French (signs can remain in English or bilingual); same implication for Regional Council. It is expected that communication be available in French.

It was suggested, that when more information becomes available, a workshop be created for Communities of Faith to inform and prepare.

Provincial Election –

It was suggested that a letter come from the Regional Council responding to the fact that the leaders debate will not take place in English – Is this an injustice?

Treasurers Guidelines – See **appendix A**; Brian highlighted that he participates in monthly meeting with Treasurers and had been asked by the CFO Erik Mathiesen to prepare information on Quebec charity returns. The document is currently being translated; the document is being made accessible to Treasurers of Communities of Faith. Treasurers really need to be made aware of this information.

4. Granting and Enabling Leadership Team – Rev. Barbara Bryce highlighted that the deadline for applying for Mission Support grants is September 15th. Barbara highlighted there are still questions requiring responses for new strategic funding; will follow up with Rick Sheffer, David-Roger Gagnon and Marc Grenon.

Nurturing Social Justice and Outreach programs

- **5. Indigenous Ministry** Robert Patton sent regrets. It was highlighted that a covenanting service will take place at Kahnawake United Church on October 1, 2022.
- **6.** Community of Faith/ Clusters/Networks David Roger Gagnon submitted a report, see Appendix B¹ and B². David also provided 'Work Plan 2020-22' (see appendix B³).
- 7. First Third Ministry Ministères Jeunesses Denis Ashby shared his positive experience of United Spirit Camp. Shanna Bernier submitted a report, see Appendix C. Shanna highlighted new ideas emerging about intercultural/ecumenical gatherings between United Church of Canada and Muslim youth.
- 8. La Table Rev. Marie-Claude Manga sent a report, see as Appendix D.
- **9.** Community and Justice Leadership Team It was highlighted that there needs to be a designated person committed to serving on the Executive because of the time commitment and confidential information that gets discussed. It doesn't need to be the Team chair, but the same person every month, not rotating. The alternative is to send a copy of the Team Minutes or a written report for the Exec.

Building Communications

- 10. Communications Judy Coffin provided a report, see as **Appendix** E^1 and E^2 . Judy invited Leadership Team reps to share information and planning ideas with her, as staff work cooperatively also.
- 11. Nominations Rev. Linda Buchanan no report at this time

- 12. Regional Council Meetings Valerie Epps-Nickson, team will be meeting on September 15th at 3 PM
- **13. Finance and Extension Board** Peter Bisset, team will be meeting on September 22nd. Currently there are three (3) candidates applying for sabbatical leave. Follow up will take place in September.

New Business – Rosemary highlighted staff reviews are underway and she will be meeting with staff over the next two months. There is no news regarding staff changes at Office of Vocations to replace Karen Valley.

Discussion: It was suggested that Executive meet in person in the near future.

Opening worship for next meeting – Judy Coffin

Equity Monitor Reporting – good learning opportunity to listen more closely. All went well.

Motion to adjourn

2022-09-01_007 MOTION (T. Spires) that the Conseil régional Nakonha:ka Regional Council Executive adjourn this meeting at 11:18 AM. (Denis Ashby opposed).

Closing Prayer – Tami Spires

Next meeting dates

- Thursday, October 20 9:00 to noon on zoom
- Fall General Meeting: Friday, November 18 (evening) and Saturday, November 19 (morning) ZOOM

Marc Grenon	Rev. Rosemary Lambie,
Chair, President	Executive Minister

Appendices

Appendix A	Quebec Charity Information Return (TP-985.22-V)	Pages 11-15
Appendix B ¹	Report from Minister Supporting Networks and Clusters	Page 16
Appendix B ²	Rapport du Responsable pour la soutien aux réseaux et aux regroupements	Page 17
Appendix B ³	Work plan provided by Minister Supporting Networks and Clusters	Pages 18-26
Appendix C	First Thirds Ministry Staff Report	Page 27
Appendix D	Rapport – Ministères en français	Page 28
Appendix E ¹	Communications Report	Page 29
Appendix E ²	Rapport à propos des communications	Page 30

September 1, 2022 Zoom Teleconferencing

Appendix A

Quebec Charity Information Return (TP-985.22-V)

An information return must be filed each year by every organization that carries on its activities in Québec as a registered charity. The government publishes a guide to help you to complete the return (TP-985.22.G-V).

As a rule, the information return is completed using the paper version of the prescribed form. You can also use computer software to complete the form or use a PDF version of the form that can be completed onscreen on the Revenu Québec website. In both cases, however, you must file a paper version of the return, i.e., you can not file the return online.

You must mail your completed return to Revenu Québec within six months after the end of the taxation year.

An organization must spend in each year a minimum amount on attaining its objectives: this amount is referred to as the "disbursement quota", currently at 3.5%. This is based on the value of the property that the organization held during the 24-month period preceding the year in question that was not used directly for activities related to the organization's objectives or for administrative purposes, if that value exceeds \$100,000.

As of January 1, 2023, the disbursement quota will move to 5% for the portion of property registered charities do not use in charitable activities or administration that exceeds \$1,000,000.

If the organization had a disbursement excess during any of the previous five years, it can use all or a portion of the disbursement excess to offset a disbursement shortfall for the year.

Charities will also be able to make grants to organizations that are not qualified donees or registered charities, provided certain requirements are met.

A charity is automatically deemed to be registered in Québec on the day it is registered as such by the Canada Revenue Agency – however, Revenu Québec reserves the right to cancel or revoke a registration.

Along with the information return you will have to file the following schedules:

- Schedule A: Disbursement Quota for the Taxation Year (Registered Charity)
- Schedule C: Summary of Gifts Made to Qualified Donees
- Schedule D: Directors and Other Officers

CNESST (Commission des normes, de l'équité, de la santé et de la sécurité)

The CNESST is the Commission on workplace standards, fairness, health and safety. As an employer in Québec you have the following obligations:

- Register with the CNESST for workplace health and safety
- Pay Revenu Québec the insurance premiums in periodic installments
- Issue a Statement of Wages (Déclaration des salaires) once a year and submit it by March 15th

If you have employees (T4 income) you must register with the CNESST. You will be given a classification which determines your insurance premium rate. In October of each year you will receive a classification decision which informs you of your rate for the coming year.

You must pay periodic premiums to Revenu Québec calculated as follows:

- (Total of insurable earnings X periodic payment rate)/100
- Example: monthly salaries: \$4,521; periodic payment rate: \$1.36
- $(\$4.521 \times \$1.36)/100 = \$61.49$

The CNESST premiums are to be submitted to Revenu Québec at the same time and frequency as your other source deductions.

September 1, 2022 Zoom Teleconferencing

If you are using the ADP payroll service, they will calculate and submit the periodic payments. However, **ADP** will not issue and submit the annual Statement of Wages.

By March 15th you must complete and submit the Statement of Wages for the previous year. This will determine whether your periodic payments were sufficient for the amount of declared salaries. You will then receive a notice of assessment indicating any balance due.

Registraire des entreprises: Annual Updating Declaration

All registered enterprises must file an annual updating declaration during the prescribed period, regardless of whether the information in the register needs to be changed. At the time of filing the applicable annual fee must be paid. Enterprises must use the "Produire une déclaration de mise à jour annuelle" online service to verify their information in the enterprise register. This service is available under "Gestion de l'entreprise" in My Office.

The annual updating declaration must be filed between May 15 and November 15. A declaration filed later than November 15 is subject to a late filing fee.

The Registraire des entreprises may cancel the registration of an enterprise that fails to file two consecutive annual updating declarations. This cancellation will result in the dissolution of the enterprise.

Between annual declarations you can report changes to your enterprise's information by choosing the "Déclaration de mise à jour courante" option. There is no charge for making this type of declaration.

GST/QST Rebates

Charities are eligible for a rebate of 50% of the GST and QST paid on purchases of taxable property and services. If you purchase property or services in one of the provinces in which the HST applies, you may claim a rebate of the HST paid.

During your fiscal year, you submit one application for the first six months and another for the last six months, using Revenu Québec form FP-2066-V: "GST/HST and QST Public Service Bodies' Rebate Application". You can go back up to four years to apply retroactively for your eligible GST/QST rebates.

Here are some tips for claiming GST/QST rebates:

- some expenses (e.g. gas, taxi fares) have GST and QST included in the total amount: calculate the pretax amount, the GST and QST amounts, and claim a rebate
- if you reimburse an individual for the actual number of kilometres driven, calculate the pre-tax reimbursement rate, the GST and QST amounts, and claim a rebate
- if you have professionally-managed investments, some investment managers charge a global management fee that includes GST and QST: calculate the pre-tax management fee, the GST and QST amounts, and claim a rebate

Note that GST and QST rebates should not be recorded as revenue: they are simply reducing the cost to purchase a good or service by 50% of the amount of the taxes.

You should record the expense for the good or service as follows: pre-tax cost + 50% of GST + 50% of QST. You record the other 50% of the GST and QST amounts as receivables (i.e. current assets).

Filing RL-1 Tax Slips for Employment Income

If you are not using the ADP payroll service, you must file RL-1 slips for salary, wages or other remuneration paid to a current employee.

The deadline for filing your RL-2 slips with Revenu Québec and distributing them to employees is the last day of February of the year following the year covered by the slips (the same as the deadline for filing the RL-1 summary). You can send the RL-1 slips using software authorized by Revenu Québec or the services in My Account, or you can mail copy 1 of the paper slips. You are liable to a penalty if you file an RL-1 slip late.

September 1, 2022 Zoom Teleconferencing

You must keep your own copy for six years after the last taxation year to which they apply.

You must file the RL-1 slips along with the RL-1 summary (enclose copy 1 of the paper RL-1 slips with the RL-1 summary).

If filing paper slips, you must distribute copy 2 of the slips to employees either in person or by mail.

For details on how to complete the RL-1 slip, refer to the Revenu Québec guide "Guide to Filing the RL-1 Slip Employment and Other Income".

RL-1 Summary (form **RLZ-1.S-V** Summary of Source Deductions and Employer Contributions)

The purpose of the RL-1 summary is to compare the source deductions of QPP contributions, QPIP premiums, Québec income tax and the contribution to the health services fund with the duties you reported for the year. You are required to file the RL-1 summary if:

- you have to file an RL-1 slip
- you withheld QPP contributions, QPIP premiums or Québec income tax
- you are required to pay the employer QPP contribution, QPIP premium or contribution to the health services fund

The deadline for filing the RL-1 summary is the last day of February of the year following the year covered by the summary. If you are registered with My Account for businesses, you can complete and file the RL-1 summary online. If you do not file the RL-1 summary online, you must submit it by mail. Copy 1 of any RL-1, RL-2 and RL-25 slips must be enclosed with the RL-1 summary, unless you file the slips or the summary online. For detailed information on completing the RL-1 summary, refer to the Revenu Québec document "Guide to Filing the RL-1 Summary".

Once you have completed the summary, you will have calculated a refund amount to which you are entitled or a balance due which you must pay using the RL-1 summary remittance slip. Payment can be made online or by mail. The payment deadline is the same as the filing deadline for the RL-1 summary (the last day of February of the year following the year covered by the summary).

If your periodic payments of QPP contributions, QPIP premiums and Québec income tax were less than what was required, the balance is subject to interest charges from the due date of each payment.

You are also liable for a penalty if you file a remittance slip late or if you are late in paying an amount you should have paid before filing the RL-1 summary.

Retention of Records

Revenu Québec requires you to keep adequate registers, as well as all relevant supporting documents and to retain them for audit purposes. This includes duplicates of official receipts issued to donors. These registers and supporting documents must be kept for six years following the taxation year to which they relate.

Clergy Residence Deduction

To qualify for the deduction, you must minister to or be in charge of a diocese, parish or congregation, or be engaged exclusively in full-time administrative service. In Québec, <u>you must also be required to use</u> the residence for which you are claiming a deduction in the course of your office or employment. To apply for the clergy residence deduction, complete form TP-76-V. You complete part 1, your employer completes part 2, and you enclose the form with your provincial income tax return.

Revenu Québec Requirements for Official Receipts Issued by Registered Charities

The following information must be clearly written on official receipts:

- a statement that it is an official receipt for income tax purposes

- the registration number (the Business Number <BN> assigned by the Canada Revenue Agency)
- the charity's name and address
- the serial number of the receipt
- the place and date of issue
- the date the donation was received
- the day on which the receipt was issued (if it differs from the date of donation)
- the donor's full name, including middle initial
- the donor's address
- the amount donated
- a description and the amount of any advantage received in consideration for the donation or as partial consideration for the donation
- the eligible amount of the donation
- the signature of the person who is authorized by the charity to acknowledge donations
- the name and website address of Canada Revenue Agency: canada.ca/charities-giving

Every official receipt must be issued in duplicate since the registered charity must keep a copy in its files.

In addition, for a donation in kind:

- a brief description of the property and, if applicable, the name and address of the appraiser
- the fair market value (FMV) of the property at the time of the gift
- the date on which the donation was received

A charity may electronically produce official donation receipts if the following conditions are met:

- receipts are legible and protected against unauthorized modifications
- there is controlled access to the software being used, including security codes
- access to the register of donors is protected by physical means
- there is a backup system to protect against accidental destructions of the register of donors

If an official receipt needs to be replaced, the new receipt must include a note: "REPLACES RECEIPT NO." (followed by the serial number of the original receipt).

Invalid receipts must be marked "CANCELLED" and kept with their duplicates.

Source Deductions and Contributions

If a registered charity has employees, it also has obligations regarding source deductions and employer contributions. As an employer, if you are not using a pay service such as ADP, you are required to make source

Conseil régional Nakonha:ka Regional Council Meeting of the Executive

September 1, 2022 Zoom Teleconferencing

deductions and pay employer contributions on remuneration that you pay to an employee who is resident in Ouébec.

The federal source deductions are:

- federal income tax
- employment insurance

The federal employer contribution is:

- employment insurance

The Québec source deductions are:

- provincial income tax
- Québec Pension Plan
- Ouébec Parental Insurance Plan

The Québec employer contributions are:

- Québec Pension Plan
- Québec Parental Insurance Plan
- health services fund

New employers have to register for source deductions. When they register they get an identification number. You can register by using either:

- "Register a New Business" service, if you are not registered with Revenu Québec
- online service for registering a business with Revenu Québec in "My Account for Businesses", if you are already registered with Revenu Québec.

You may also have to register with the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST).

You also have to contact Canada Revenue Agency to open a payroll program account.

In order to calculate source deductions, you can use one of the following methods:

- the online calculator WebRAS
- source deduction tables for Québec income tax (TP-1015.TI-V), Québec Pension Plan contributions (TP-1015.TR-V), Québec Parental Insurance Plan contributions (TP-1015.TA-V)
- the formulas to calculate source deductions and contributions (TP-1015.F-V)

You must remit the source deductions and contributions monthly – the deadline for a given month is the 15th day of the next month.

September 1, 2022 Zoom Teleconferencing

Appendix B¹

Supporting Networks and Clusters

Cluster Development Work

- For the *West Island & Riverside Cluster*, the communities of faith celebrated Shared Sunday Worship each Sunday during the summer in a different congregation each week. The last combined celebration of the Summer will be at Cedar Park United Church on *Sunday September 4th*, followed by a picnic held outside, weather permitting. Thank you to all the communities of faith who accepted to be hosting-congregations-of-the-week during the whole Summer.
- For the *Saint-Francis Cluster*, the meeting at the beginning of July focused on Chapter 4 of the book "*Thriving Churches*". The group began work on the question of racism and of exclusion in our church and in our society. We will be taking a few other sessions to continue the work on this subject with this group.
- For the *South Shore & Valleys Cluster*, the group organized a Shared Worship service with a few of the communities of faith in the afternoon of Sunday August 21st at Mount Bruno & Richelieu Valley United Church. Also including Saint Lambert United Church and Greenfield Park United Church, the service focused on the question of call, where each pastor shared a bit of their experience of call as related to a scripture passage. There was a moment of fellowship with Sundaes (Sundae Sunday) after the service, and many who participated asked that a shared worship service happen again soon.
- For the *LAM Cluster* (Laurentian Area Ministries), I have had preliminary conversations with the lay ministry in the hopes of expanding the conversation to explore possible reconfigurations of this group to facilitate its functioning.

Network Development Work -Leadership Teams and Circles

- The « *Living in Right Relations* » Leadership Circle invites Leadership Teams/Circles, the Executive, Networks and other interested groups to participate in the *Blanket Exercises* which will be offered this Fall. La Table des Ministères en français will offer the Exercise on the *9th of September* on-line in French, which requires pre-event registration. The possible dates to live the experience of the Exercise with the Living in Right Relations Leadership Circle will be announced soon.
- The « *Pride & Friends* » Network: The Cr Nakonha:ka RC had a presence on Friday August 5th at the first of two Community Days for Fierté-Montréal with a kiosque. Several people volunteered to assure a presence during the whole day at our kiosque to speak with interested and curious people. A BIG THANK YOU to all who were very generous with their time. The event allowed for renewing connections between long-time members and new members to the network, including our African friends who participate in BUCRISP and the LGBTQ+ Refugee Centre, two ministries offered at Beaconsfield United Church.
 - A BIG THANK You to Trinity-Anjou United Church for financing our presence through flyers and the purchase of pin wheels in rainbow colours to offer those visiting our kiosque. A group of people also indicated a desire to participate in the Pride Parade, for which we were registered. Unfortunately, the parade was cancelled at the last minute.
- The «<u>Environment</u>» Network: Judy Coffin continues to share information for events in the Cr Nakonha:ka RC which are of interest to the people in the network, and I continue to help Judy in efforts to construct this network
- The « <u>Justice & Communities</u> » Leadership Team will have its next meeting on Thursday 8 September to plan a survey project of the community partner organizations.

Christian-Jewish Dialogue of Montréal

The Christian-Jewish Dialogue of Greater Montréal is working with Me Richard Marceau to restart the national Jewish-Christian Dialogue table, which will include the United Church of Canada.

Respectfully submitted by David-Roger Gagnon, M.A.S.P. Minister Supporting Networks and Clusters

September 1, 2022 Zoom Teleconferencing

Appendix B²

Soutien aux réseaux et aux regroupements

Travail - développement des Regroupements

- Pour le regroupement de *l'Ouest de l'Île & Riverside*, les paroisses ont célébrées un culte conjoint chaque dimanche durant l'été dans une paroisse différente chaque semaine. La dernière célébration conjointe de l'été aura lieu à l'Église Unie Cedar Park *le dimanche 4 septembre*, suivi d'un piquenique à l'extérieur si la météo permet. Merci à toutes les paroisses qui ont accepté d'être une paroisse-hôte de la semaine pendant toute l'été!
- Pour le regroupement *Saint-François*, la réunion en début juillet avait comme focus le Chapitre 4 du livre « *Thriving Churches* ». Le groupe à débuter le travail sur la question du racisme et de l'exclusion dans notre église et dans notre société. Nous allons prendre quelques autres sessions pour continuer le travail sur ce sujet au sein de ce groupe.
- Pour le regroupement *Rive-Sud & Vallées*, le groupe a organisé un culte conjoint avec quelques-unes des paroisses l'après-midi du dimanche le 21 août à l'Église Unie Mont Bruno & L'Église Unie Richelieu Valley. Incluant aussi l'Église Unie Saint-Lambert et l'Église Unie Greenfield Park, le culte mettait l'accent sur la question d'appel, ou chaque pasteur et pasteure aura partagé un peu sur leur expérience d'appel relié à un texte biblique. Il y a eu un moment de partage avec des Sundaes (Sundae Sunday) après le culte, et plusieurs dans l'assistance ont demandé qu'un culte conjoint se fasse encore bientôt.
- Pour le regroupement *LAM* (Ministères régional des Laurentides), j'ai eu des conversations préliminaires avec les ministres laïques dans l'espoir d'élargir la conversation afin d'explorer de possibles reconfigurations de ce regroupement pour faciliter son fonctionnement.

Travail – le développement des Réseaux – Équipes et Cercles de Leadership

- Le Cercle de leadership « <u>Relations justes</u> » invite les Équipes/Cercles de leadership, l'Exécutif, les Réseaux et d'autres groupes intéressés de vouloir participer dans les *Exercices des couvertures* qui seront offert cet automne. La Table des Ministères en français offrira cet Exercice *le 9 septembre* en français en ligne, et demande une inscription pré-événement. Les possibles dates de vivre l'Exercice avec le Cercle de leadership « Relations justes » seront annoncer sous peu.
- Le réseau « Fierté et amies et ami.e.s »: Le Cr Nakonha:ka RC au eu une présence le vendredi 5 août lors de la première des deux journées communautaires pour la Fierté-Montréal avec un kiosque. Plusieurs personnes se sont portées bénévoles pour assurer une présence durant toute la journée à notre kiosque pour parler aux gens intéressé ou curieux. Un GRAND MERCI à toustes qui ont été très généreux de leur temps. L'événement à permit de renouer les liens entre membres de longue date et les nouveaux membres du réseau, incluant nos ami.e.s d'Afrique qui participent dans BUCRISP et le Centre des Refugiées LGBTQ2S+, deux ministères offert à l'Église Unie de Beaconsfield.
 - Un GRAND MERCI à l'Église Unie Trinity-Anjou d'avoir financier notre présence par des dépliants ainsi que l'achat des petits moulins dans les couleurs arc-en-ciel que nous avons offert aux gens qui nous visitaient. Un groupe de gens avaient aussi signaler leur désir de participé dans le défilé, pour lequel nous nous sommes inscrits. Malheureusement, le défilé a été annulé à la dernière minute.
- Le réseau « *Environnement* »: Judy Coffin continue de partager les renseignements pour les événements dans le Cr Nakonha:ka RC qui intéresserait les gens de notre réseau, et je continue d'aider Judy dans les efforts de construire ce réseau.
- L'équipe de Leadership « *Justice et communautés* » aura sa prochaine réunion le jeudi 8 septembre pour planifier un projet de recensement des organismes de partenaires communautaires.

Dialogue Judéo-Chrétien de grand Montréal

Le Dialogue Judéo-Chrétien de Grand Montréal travaille avec Me Richard Marceau pour faire renaître la Table nationale de dialogue judéo-chrétien, qui va inclure l'Église Unie du Canada.

Soumis avec respect par David-Roger Gagnon, M.A.S.P. Responsable des réseaux et des regroupements

Appendix B³

Work Plan 2020 –2022 Minister-Supporting Networks and Clusters David-Roger Gagnon, MASP.

Sector of Work	Cluster Development and Construction	
Elements/Events/Activities	West Island & Riverside Cluster process -Beaconsfield UC -Cedar Park UC -Menging Waters PC -Riverside UC -Roxboro UC -Sainte Geneviève UC -Summerlea UC -Summerlea UC -Summerlea UC -Summerlei UC -Summerlei UC -Summerlei UC -Summerlei UC -Summerlei UC -Summerlei UC -Valois UC -Valois UC -Valois UC -Valois UC -Valois UC -Valore Integration Support -Programme (BUCRISP) -West Island LG BTQ25+ Centre -LGBTQ+ Refugee Centre -UGBTQ+ Refugee Centre	Saint Francis Cluster process -Ayer's Cliff-Magog- Georgeville PC -Lennoxville UC -Plymouth-Trinity UC -United Eaton Valley PC -Hatley UC -Danville-Asbestos-Trinity UC
Work Currently Underway	On-going support of regular cluster meetings including taking and redacting of notes for meetings, convening meetings and follow-up "Support of individual pastors as required in order to advance the collaborative cohesion of the group "Support of the Specialized ministries within the Cluster (Refugees, LGBTQ25+, Rainbow Refugees, ORA Loss & Living, etc.)	"Thriving Churches" book study-chapter by chapter and group process work as follow-up. Regular presentations on duster development work and preparation for presentations and group work. On-going conversations around building a common ministry through the cluster to respond to food insecurity. Some funding source suggestions for controllers.
Challenges/Concerns	Involving more lay people in the dustering process despite some resistance. Keeping the group focused on developing common ministry projects. Insuring ALL participants have a say in the group, not just the extroverts. A few congregations only participate in shared summer worship, so overtures have been made to include them more fully into the work of building the cluster. Some bridge-mending is needed.	One whole year was lost as the person chosen to chair the steering committee fought collaboration efforts and resisted a transition to governance by consensus -Far too much time is spent discussing money, which causes conflicts, which takes time a way from actual cluster group work and progress on collaborative ministry projects
Goals for 2022-2023	-Encourage more of a web presence for the cluster and advise on its expansion of collaborative projects -Help build on the success of the shared Summer Sunday combined services -Encourage further development of the "5" Sunday Shared Worship" series -Support the further development of the special ministries in the cluster -Help the communities find a French Language teacher for the Refugee programme and BUCRISP -Expand the cluster membership to include lay leaders from each of the communities to better balance the conversation -integrate the new pastors into the group and help build collegiality in the group -Encourage the congregations not participating to take part more regularly in the conversation	Work with the in-coming chair to continue to build on the progress of this year. Hold an in-person event on inter-congregational collaboration and shared ministry (if Covid-19 allows) -Encourage the few congregations who have experienced shared worship to expand the sharing to the wider number of congregationsWork toward a 5 th Sunday Shared Worship

Meet Fall 2022 with all ministers and leaders of communities of faith and special ministries. Develop an understanding of community organizations that have, or that could have, relationships with the communities of faith and special ministries in the area dentify at least one area of possible collaborative ministry that will allow the communities of faith and ministries to begin	-Covid-19 has slowed the process of conversation with this group, which was only just beginning before Covid-19 -Change in Ministers has brought the need to re-initiate the conversation once new ministers are in place	Initial conversations held with ministers of the congregations on the Island of Montréal Just prior to Covid-19 -Shared Summer Sunday on-line Worship has been held among a few communities of faith during Covid-19	Centreville Cluster process -All congregations on the Island of Montréal are being approached	
Continue to facilitate cluster meetings and help the ministers to build collaborative confidence as they get to know each other and see what might be done in common Encourage some of the ministers not yet participating to join the conversation establishing a web presence establishing a web presence effocuraging the group to attempt a few collaborative efforts like a shared workshop across the cluster	-Some of the ministers do not know each other at all, or very little -For the initial phase of building this cluster, the minsters and lay representatives have opted for a kind of hybrid "ministerial" model to share what they are living, share information, spend time in spiritual nurturing, and begin to vision together a way forward -The geographic catchment of this cluster is significant	First few meetings of ministers (lay and Ordered) across the area, including Presbyterian partners, have been held Summer Sundae Sunday outdoor worship Event has been planned and held in Mount Bruno -Fall meetings will allow for the continuation of the building of rapport and the strengthening of the group, which will allow for more concrete planning for possible shared worship and shared ministry across the cluster in the future -On-going support of regular cluster meetings including taking and redacting of notes for meetings, convening meetings and follow-up	South Shore & Valleys Cluster process -Greenfield Park UC -Harwick-Ormstown-Franklin UCs -Hemmingford UC -Huntingdon UC -Kanawake UC -Maplewood Presbyterian Church (Châteauguay) -Mount Bruno UC -Rennie's UC -Rennie's UC -Richelieu Valley UC -Saint Andrew's Châteauguay UC -Saint Andrew's Presbyterian Church (Saint-Lambert) -Saint Lambert UC	
model, and explore some Shared Summer Sunday Worship in 2023 Integrate the new pastors into the group and help build collegiality in the group -Encourage the finalization of an actual Web presence for the cluster with the aim of raising the profile of the UCC in that sector of the Cr/RC -Hold another Reflection Day for the Steering Committee membres	-Some are still reluctant to collaborate, which can cause some reluctance in adopting cluster-wide efforts, like the sharing of financial reporting, or the sharing of resources to expand ministry capacity -The geographic catchment of this cluster is significant.	The Chair this year has been excellent, which has helped the work move forward considerably I support of individual pastors as required in order to advance the collaborative cohesion of the group Pre-meeting planning meetings (on average 2 prior to meeting) to structure the Cluster meeting process in order to help steer the focus in collaborative directions	Special Ministries: -Richmond-Melbourne Pastoral Care Project	

	Network Support		
Living in Right Relations Leadership Circle	Justice & Communities Leadership Team	Laurentien Area Ministries Cluster process -Anundel UC -Eglise Unie Sainte-Adèle -Harrington UC -Knox-Wesley Grenville UC -Lachute UC -Morin Heights UC -Saint Andrew's Avoca UC -Saint Mungo's - Cushing UC -Shawbridge UC	
Supporting the work of the Leadership Circle through convening and helping coordinate meetings -Working with the URR Circle to connect with City officials to explore new ways to address the housing crisis for indigenous peoples in the downtown area	Continued communication with the Team to remain up-to-date on the work in order to promote it as a way for communities of faith and special ministries to be involved in a church ministry network Membership on the committee Supporting the work of the Leadership Team through convening and helping coordinate meetings On-going support of regular cluster meetings including taking and redacting of notes for meetings, convening meetings and follow-up	Initial conversations with several ministers of the cluster An update on community organizations with connections to or housed in the communities of faith in this cluster	
-Shrinking number of people available for membership and leadership in this circle -Challenge of a rotating leadership harmonizing with current governance structures of the Cr/RC -Many of those involved have been offering leadership for many years and are tired	-Shrinking number of people available for membership and leadership in this team -Challenge of a rotating leadership harmonizing with current governance structures of the Cr/RC -Less and less communities of faith are identifying this area clearly as a part of their congregational vocation -Many of those involved have been offering leadership for many years and are tired	-Major changes in ministry personnel have created a leadership challenge -The search for new ministry for this situation has stalled -Challenge of finding someone bilingual to be able to serve the ministry needs in both languages	
Insure that those offering leadership in this Network are supported Encourage all Leadership Teams, the Executive, and All Networks to take part in the "Blanket Exercise" offered by this circle -Work with current Indigenous leaders to identify new and emergent indigenous leaders who can augment the presence of Indigenous voices at the Regional Council Level & insure that we not over-taxing the leaders on whom we already rely	-Support the work of Justice & Communities Leadership Team -Assist the J&CLT to conduct a canvass of the community organizations with whom there is a partnership -Promote the work of this network among communities of faith seeking to do justice work -Help the J&CLT solidify its rotational leadership model and help them find more members and potential leaders for long-term development	-Meet with the ministers and lay leaders of the communities of faith -Map out the strengths of the current structure of the duster and look at possible alternative structures that might be better suited, given the geography covered by this cluster -Articulate a pathway forward that includes a ministry team that fits the renewed vision	cooperation towards some form of eventual duster-type shared ministry

	United Church Women	Environment Network	Fierté et Ami.e.s – Pride & Friends Network
4	-Numerous requests made to attend meetings and show support for the work of the UCW	Supporting Judy Coffin in her efforts to coordinate a collaborative network around environmental issues -Attending occasional meetings of partner groups to keep the UCC connected with other "on-the-ground" groups (like ALEF) -Attending network meetings and sharing information when available	Served as Interim coordinator in the absence of anyone accepting requests to take on leadership Supporting the work of the Network through convening and helping coordinate meetings and follow-up Taking a redacting notes of meetings and redacting notes of meetings and redacting notes of meetings. Planning presentations to Regional Council Preparing materials for Fierté-Montréal Coordinating a UCC presence at Journées communautaire & le Défilé Fierté for Fierté 2022 -Working with the new LGBTQ25+ Refugee Centre at Beaconsfield United Church to help them better integrate into the work of the Cr/RC
	-Despite my numerous requests, I have yet to be invited to a single event or meeting	-Shrinking number of people available for membership and leadership in this circle -Challenge of a rotating leadership harmonizing with current governance structures of the Cr/RC -Many of those involved have been offering leadership for many years and are tired -Helping UCC members in Nakonha:ka engage proactively on this issue in ways that allow us to have a presence in the community	-Several people have been approached, but no one has accepted taking on the leadership of this groupSome Affirming Congregations are invited but do not take part in the network -tack of support generally for this work -Shrinking number of people available for membership and leadership in this circle-Challenge of a rotating leadership harmonizing with current governance structures of the Cr/RC -Many of those involved have been offering leadership for many years and are tired
	Continue to build connections with and awareness of the UCW within the Nakonha:ka Region Continue efforts to attend at least one meeting per year Share information about the work of UCW in Nakonha:ka Region Possible connection with Le cerde desfermières du Québec on points of common mission	Identify and support new leadership for this network Continue to encourage connections with those in Nakonha:ka interested with other on-the-ground efforts Solidify the collaboration with ALEF-Canada and the Jewish-Christian Dialogue of Montréal-Endeavour to reconnect the group with Eglise Verte and ROLEP Establish a more regular rhythm of meetings and identify attainable foot for the group with the small number of people available	Identify and support new leadership for this Network Encourage all Affirming communities of faith to participate in the network Focus on a collaborative presence at the pride Parade and Community Day in 2023 starting in early Winter 2023 Starting in early Winter 2023 Encourage communities of faith which are not Affirming to consider the process to become an affirming community of faith Establish and launch the Affirming Ministries Process Team for Nakonha:ka by early 2023

Continue to encourage UCC involvement in this network -Work towards a more regular reporting avenue so that Nakonha:ka can remain appraised of the work ROJEP is doing	-Covid-19 has curtailed the in-person activities of the group -The Nakonha:ka representative does not always report back to the Cr/RC about ROJEP's most recent work	Remain in contact with Nakonha:ka representative to this network	Réseau oeucumenique Justice-Environnement- Paix (ROJEP) -Temporary representative 2020	
Encourage the work of the Dialogue and its on-going relationship with Cr Nakonha:ka RC Support efforts of the CIDM to restart a national Christian-Jewish Dialogue table which will include the UCC I-dentify opportunities for learning sessions offered by the CIDM to all in Nakonha:ka Continue to support the work of CIDM in the Christian Commemoration of the Shoah Encourage the GCO to make good on its promise to share the resources created by the CIDM through our national website and resource offerings -Monitor the GCO for any further consultations processes that could include CIDM partners here in Montréal	-There are bridges to mend as a result of both the "Just Peace" task force report and the anti-Semitic comments made at the General Council learning session in April Insuring a more robust consultation process from GCO for all matters related to Jewish Communities, Israel, and Christian-Jewish relations that a cually includes a diverse representation of the Jewish Communities across the country. Helping to "re-set" the conversation between Jewish communities and groups and the UCC by helping to rekindle the national Jewish-Christian Dialogue table	On-going communication with the Dialogue group, Cr Nakonha:ka RC and the UCC Helping plan and shape the Christian Commemoration of the Shoah -Encouraging a dialogue between Nakonha:ka Delegates to GC 44 and members of the Christian-Jewish Dialogue of Montréal concerning proposals before the General council – specifically the "Just Peace" task force report	Christian-Jewish Dialogue of Greater-Montréal -Interim Representative for 2020-2021 -Currently Resource Person	
-Continue to improve the communication between La Table des Mininstères en français and Nakonha:ka -Encourage communities of faith who have a desire to offer ministries en français to have connection with La Table des Ministères en français -Support and encourage francophone students and candidates for ministry -Promote the use of at least some French in regular worship across Nakonha:ka	-Finding enough ministers and lay leaders who are willing and able to offer ministries en français in Nakonha:ka -Resource people who can support those who wish to offer ministères en français -Anti-francophone sentiment and openly racist comments at UCC events and in congregational contexts	Regular attenance at l'Assemblée générale annuelle -Quarterly meetings with Éric Hébert-Daly— Responsable de la Table des MeF -Continual efforts to encourage congregations and the Cr. Nakonha:ka RC to live into the commitment of being a bi-lingual Church -Recruitment efforts to find francophone- bilingual ministers for several of our ministry openings	La Table des ministères en français	

support groups to address the concern of isolation -Encourage Lay ministers to participate in				
Institute an annual in-person retreat day for all Lay Ministers (active and retired) -Explore the possibility of a 2 nd day of continuing education in the areas of community development, dustering, worship and outreach shared with Ordered Ministry -Encourage lay ministers to connect in local	-Rekindling the idea and conversation with interested parties to try and build this into the calendar for 2023 -Funding from the Cr Nakonha:ka RC would be essential	Initial conversations have been held, but Covid-19 put much of this project on hold I have taken part in some LLWL formation days over the past two years for their on-line events	Annual Lay Leaders' Retreat (for both LLWL and DLM)	Support and Development
Continue to reach out to francophone and bilingual ministers to encourage them to consider ministering again in Nakonka:ka -Encourage and support francophone and bilingual students and candidates in ministry	-Some of the internal dynamics and politics have caused hard feelings -There is still strong anti-francophone sentiment in some congregations in Québec, which makes Ministry in French or Bilingual Ministry a huge challenge	I have reached out to several francophone and bilingual ministers to encourage them to consider returning to Nakonha:ka to offer ministry I minister returned from another RC to serve in Nakonha:ka	Active Recruitment for francophone and bilingual ministers	
Institute an annual Continuing Education Day for all Ordained and Lay ministers (active and retired) across Nakonha:ka Region Support a Team Ministry approach through Ordained and Lay Ministry collaboration Offer tools and approaches for ways to do outreach and missional work	-Rekindling the idea and conversation with interested parties to try and build this into the calendar for 2023 -Funding from the Cr Nakonha:ka RC would be essential	-This remains an "idea in progress" as Covid- 19 has prevented such in-person gatherings, and the strength of this kind of an event would be to hold it in person	Annual Continuing Education Day (preferably the day after the day-long retreat) (Possibly held conjointly with a Continuing Education Day for Lay Licensed Worship Leaders and Designated Lay Ministers)	
Encourage the holding of and take part in the planning of a ministry retreat for late 2022 or 2023. Explore the possibility of a 2 nd day of continuing education in the areas of community development, dustering, worship and outreach Encourage Ordained ministers to connect in local support groups to address the concern of isolation Encourage continuation of the Monthly Ministers' Support Group	-Covid-19 has presented significant challenges to gathering in person -The time availability of potential planning team members was not in the equation over the past year	Organized, coordinated and facilitated retreat for all ministers in Nakonha:ka on-line in 2021 with Matthew Fox as guest theologian -Standing offer to work with Daniel Hayward for a future retreat	Annual Clergy Retreat	Ministry Support

LLWL National Training Programme	"Ministry of Programme	LLWL Training Workshops for Cr Nakonha:ka RC	Annual Continuing Education Day (preferably the day between the day-long retreat for ordered ministers and the one for Lay ministers)
al Training	"Ministry of All "Training Programme	ng for Cr RC	inuing ay e day between etreat for ters and the nisters)
-United in Learning has invited me to facilitation the first session in their Worship Module for the national LLWL training programme with a focus on Advent	I have been participating in a theological "think tank" that has created a training programme aimed at members of the congregation that wish to participate more fully in the over-all ministry of the church. The pilot for this programme will be offered in Winter of 2023 on-line, and is supported by VST The final series of cross-Canada "listening sessions" will be held this Fall to help finalize the session plan	I have participated a few times in their seasonal training days have been a sked to offer a workshop on music and worship for the Fall 2022 training and reflection day	Initial conversations have been held, but Covid-19 put much of this project on hold I have taken part in some LLWL formation days over the past two years
-Fine-tuning the material to the specific needs of the group -Giving an in-depth over-view of worship, its roots, its possibilities, and its many facets in just 1.5 hours	It has been a challenge to plan this programme during Covid-19, but things have come together, including national church funding The main challenge is to encourage a return to our Reformation roots of honouring the Ministry of All the Baptized.	-I am not always informed when the training and reflection days are held	Rekindling the idea and conversation with interested parties to try and build this into the calendar for 2023 Funding from the Cr Nakonha:ka RC would be essential
-Prepare my presentation for this group, which will be something I can use for other groups when needed	Finalize the programme with the creation/animation team Promote the listening sessions this Fall Promote the "Ministry of All" Winter 2023 session on-line process Final preparations of the session I will be facilitating as part of the process	Continue to participate as often as possible in at least part of each reflection and training day to get to know the LLWL's better Offer other workshops to further contribute to on-going formation and education	Institute an annual Continuing Education Day for all lay ministers (active and retired) and Ordered Ministers - Encourage all ministers to continue to connect in local support groups to address the concern of isolation - Encourage all ministers to participate in the Cluster in their area

Pastoral Relations 2020-2021			Congregational Developpement
Monthly Ministers Support Group	Supporting On-going Faith Development	Bible Study via the Net	Workshop Day(s) for Outreach Ministry (Congregation vocation)
-Established a monthly ministers' support group providing time for prayer, reflection, and sharing to support those in ministry as they sought to faithfully serve in the throws of the Covid-19 pandemic -Provided one-on-one pastoral support to ministers who were struggling with their ministry in the time of the pandemic -Regularly referred ministry personnel to available resources both inside and outside the church	Different from a specific programme of Bible Study, this process is best suited to small inperson groups to help people share and grow in their faith, ideally in their local community. I have developed an 8-session Faith Development Group Process based in main themes of the Song of Faith and the series "The Chosen", which I am looking to test-drive in one of the clusters either this Fall or Winter of 2023	-This idea is still embryonic, but conversations have been had with several across the Cr/RC, and some dusters have tested this approach in one cluster group -This is already offered in French through Parole sur le pouce on a weekly basis	I held one Day of Reflection with the Saint Francis Cluster Steering Committee on-line on the theme of "Loaves and fishes and Abundance"
-Reaching out to all ministers to insure they were aware of the monthly support group in a time where we were all inwardly-focused, faced with the pandemic	-Helping congregations understand that there is an important difference between Bible Study and Faith Development, and encouraging them to step into offering a ministry in Faith Development as part of their ministry offerings. Finding a congregation or cluster that is willing to test-drive this 8-week process.	-Finding enough people to facilitate this kind of activity who also have enough comfort with on-line technology	-Covid-19 made in-person gathering impossible, and this type of activity is much better suited to in-person work
-My participation in this work has concluded with the hiring of Daniel Hayward in the role of Pastoral Relations Minister	-Identify a congregation or cluster who are willing to pilot this programme and offer feedback for its improvement -Revise the programme according to the feedback received -Offer the programme on a wider scale	-Establish a network of ministers, lay leaders, theologians who could offer such a ministry -Explore how this kind of ministry could be offered via the Net, and in other forms for places where WiFi connections are not an option -Promote La Parales un le pouce for francophone participants -Make efforts to expand what is done in one duster to a more "across the Cr/RC" approach	Offer more Day of Reflection opportunities for the clusters and any other congregations interested in taking part in a discernment process for congregational vocation

Retiree Care packages	5 à 7 for Retirees	
Created 3 Retired Minister Care Packages with reflection booklets which I created for Advent-Christmas-Epiphany 2020, Lent-Easter-Pentecost 2021 and Advent-Christmas-Epiphany 2021 Chose and ordered small items to include in the care packages including a face mask, and a Christmas ornament	Coordinated a 5 à 7 with Daniel Hayward for the retired ministers gathering on-line during the gamut of technical abilities Advent of 2021 The hope is to establish a team of retired ministers to help coordinate regular events for the retired ministry population -Reaching out to all retired ministres during the gamut of technical abilities comforts	
-The creation of the reflection booklets, while enjoyable, were very time consuming and put out a call to retired ministers to contribute to future booklets, but no one came forward	and	
-My participation in this work has concluded with the hiring of Daniel Hayward in the role of Pastoral Relations Minister	-My participation in this work has concluded with the hiring of Daniel Hayward in the role of Pastoral Relations Minister	

Conseil régional Nakonha:ka Regional Council Meeting of the Executive

September 1, 2022 Zoom Teleconferencing

Appendix C

First Third Ministry Staff Report

Greetings after an eventfully uneventful summer.

We started off strong with a wonderful and covid-free United Spirit Camp. We were small but mighty, with 45 campers, 3 "super juniors" and 22 staff and counselors, bringing us to a robust total of 70 people on site. It was a wonderful week and everyone was so excited to be there.

My summer plans got thwarted by covid after camp, starting with my vacation during which my children were sick, but then my visit to Camino's summer family camp was cancelled because they had cases, and then my other outreach plans at Montreal pride were cancelled because I caught covid. It taught me some lessons on having a back-up plan.

I kept in touch with the GCO interns and watched their final passion project presentations last week. Our own Dayna, Thomas and Aidan seem to have had a great summer.

The tail end of summer has been all about gearing up for the first in-person youth events since 2019 in our Regional Council, starting with a Young Adult retreat in 2 weeks at Camp D'action Biblique, followed by Youth Forum in November in Georgeville.

Conseil régional Nakonha:ka Regional Council Meeting of the Executive

September1, 2022 Zoom Teleconferencing

Appendix D

Rapport de la Table des ministères en français

Le ministère en français travaille sur la planification des activités pour l'exercice 2022-2023 qui sera déposé au CA de la Table en Septembre.

Réunions du mardi

The United Church of Canada

L'Église Unie du Canada

Nous reprenons nos rencontres de support le mardi 6 septembre à 10h

Culte d'alliance avec Saint-Marc et Kofi Akoussah

Les Ministères en français a célébré son premier culte d'alliance depuis la restructuration de l'église Unie qui a eu lieu à Ottawa entre la paroisse St Marc et le pasteur Koffi Akoussah

Cours sur la missiologie

Plusieurs pasteurs francophones participent à un cours sur la missiologie offerte par l'Atlantic School of Theology. Angelika et Éric ont offert de l'appui au programme avec de la traduction ainsi que quelques modules sur le contexte francophone au Canada. Le module sur la contextualisation du ministère s'est produit à Halifax. Le dernier module se tiendra à Toronto en octobre 2022

Nouveau Directeur de la formation en français

C'est avec un immense plaisir que nous annonçons la nomination de M. Martin Bellerose au poste de directeur de la formation en français au sein de l'équipe des Ministères en français du Conseil général. Il travaillera en étroite collaboration avec le programme des Études de l'Église Unie au Séminaire diocésain. Martin possède une vaste expérience internationale en théologie théorique et pratique, ainsi qu'une connaissance et une formation approfondies en matière de ministère et de dialogue interculturels.

N'oubliez pas de passer le mot et d'encourager les gens d'y participer. Le 9 septembre de 13h à 16h par Zoom. Il s'inscrire à l'avance. C'est une expérience à manquer. L'inscription: https://docs.google.com/forms/d/e/1FAIpQLScbL6hBvn4ahvNVxFPRSyRAIRDl65mO6E2Ql1VPSYQj-nVdw/viewform Un article qui explique l'exercice: https://egliseunie.ca/lexercice-des-couvertures-nous-mettre-dans-les-mocassins-de-lautre/

Articles sur la bible et la culture de l'annulation

Un article intéressant de Jean Loignon et la réponse du responsable du ministère en français sur le site de l'église unie.

Article de Jean: https://egliseunie.ca/le-livre-de-ruth-face-a-la-culture-de-lannulation/ Ma réponse : https://egliseunie.ca/la-culture-de-lannulation-entre-mythe-et-realite/

À la recherche de pasteur(e) pour Saint-Jean

Nous vous encourageons de partager l'affiche du poste vacant à Saint-Jean (au centre-ville de Montréal). Pour en savoir plus, les personnes intéressées peuvent accéder aux détails dans CarrefourÉglise ou lire l'annonce sur le site web de Saint-Jean: https://egliseuniesaintjean.jimdo.com/appel-de-candidature-1/

Les 40 jours contre le racisme commencent au mois d'octobre 2022. Le ministère offre la traduction simultanée pour l'ouverture et la fermeture ainsi que le contenu pour 10 jours. Les détails vont suivre.

Le Camp d'été de Camino

Le camp a reprit au plaisir de tous, au mois de juillet après trois ans de PAUSE-COVID. Cependant, les activités ont été interrompues 3 jours avant la fin officiel suite à un cas positif au sein du camp.

Soumis avec respect par Marie-Claude Manga, C/O le responsable des ministères en français.

2022-29

Appendix E¹

2022-09-01 Communications Report to Executive

FEATURED COMMUNICATIONS ACTIVITIES (August 2022)



deep spirituality

une spiritualité prolonde

teionho'tes

kariwi:iostontsera

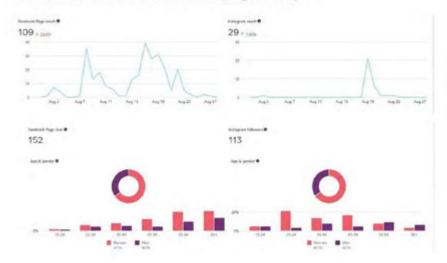
 NEW! VIDEO INTERVIEW: A recent one-on-one interview with our new regional council president, Marc Grenon, was recorded in English and in French and shared via newsletter and social media. https://bit.ly/2022-08-08-Conversation-MarcGrenon-E

- Annual Yearbook Reporting/Statistics (UCCan)
 - Regional Council meeting (November 18-19)
 - · Newsletter, website and social media posts
 - Other special reminders and messages via MailChimp
 - Reminder re grant deadlines
 - Notice of Rosemary's retirement
 - Invitation re M&P workshop (upcoming)
 - . Monthly check-ins with Nakonha:ka staff members
 - . Monthly check-ins with communications colleagues

TOP THREE POSTS (August 2022)



SOCIAL MEDIA REACH / AUDIENCE (August 2022)



UPCOMING COMMUNICATIONS INITIATIVES

An informal online chat with Marc Grenon on September 13 at 7 pm for people to bring their questions and ideas for discussion.

Additional video interviews with various leadership teams to promote the purpose and work of each team

Discussion with La Table about potential implications of Quebec's new language law on regional council communications

Submitted by Judy Coffin, Communications and Administrative Assistant
Conseil régional Nakonha:ka Regional Council, United Church of Canada
JCoffin@united-church.ca 1-800-268-3781, extension 6161

2022-09-01 Rapport au Conseil executive à propos des communications

ACTIVITÉS EN PRIMEUR (août 2022)



deep spirituality

une spiritualité profonde

teionho'tes

kariwi:iostontsera

NAKONHA KA

 NOUVEAU! ENREGISTREMENT D'UNE CONVERSATION: Une conversation tête-à-tête avec notre nouveau president du Conseil régional a été enregistrée en anglais et en français et a été partagée via le bulletin et les médias sociaux.

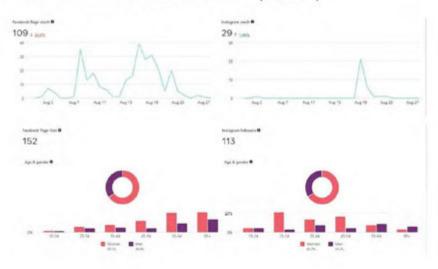
https://bit.ly/2022-08-08-Conversation-MarcGrenon-E https://bit.ly/2022-08-08-Conversation-MarcGrenon-F

- Statistiques pour l'annuaire (Église Unie du Canada)
- Rassemblement du conseil régional (18 au 19 novembre)
- · Bulletin, site Web et médias sociaux
- · Rappels et annonces via MailChimp
- Rappel à propos de financement et soutien
- Annonce de la retraite de Rosemary
- Invitation à l'atelier M&P (à venir)
- Réunions mensuelles avec membres du personnel régional
- Réunion mensuelle avec les responsables des communications

TROIS POSTES LES PLUS POPULAIRES (août 2022)



PORTÉE/AUDIENCE DES MÉDIAS SOCIAUX (août 2022)



INITIATIVES DE COMMUNICATION À VENIR

Une conversation informelle en ligne avec Marc Grenon le 13 septembre à 19 h pour que les gens apportent leurs questions et idées de discussion.

Entrevues (vidéos) supplémentaires avec diverses équipes dirigeantes pour promouvoir l'objectif et le travail de chaque équipe

Discussion avec La Table sur les implications potentielles de la nouvelle loi linguistique du Québec pour les communications du conseil régional

Soumis par Judy Coffin, Communications

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